

9-9-04

Approved August Minutes

MEETING MINUTES

STATE CONSUMER AND FAMILY ADVISORY COMMITTEE

AUGUST 12, 2004

Present: Jere Annis, Carl Britton-Watkins, Pete Clary, Zack Commander, Sandy DuPuy, Ron Huber, Kathleen Herr, Ed Masters, Doug Michaels, Ellen Perry, Barbara Richards, Katie Sawyer, Betty Stanberry, Amelia Thorpe, and Paula Wagner.

Absent: Derl Bruce and Ben Jones.

Resigned: Alex Vasquez

DHHS Staff Present: Felissa Ferrell, Allen Guy, Yolanda Hunter, Cathy Kocian, Chris Phillips, and Ann Remington.

Facilitator: Beth Melcher.

Guests: Carmen Hooker-Odom and Pender McElroy.

1. Welcome

- .. It was decided that coffee would be provided through lunchtime.
- .. The lunch menu for September's meeting was distributed. Special dietetic needs will be accommodated.

2. SCFAC Web Page

- .. The group was informed that the SCFAC web page is under development on the Division web site.
- .. A vote was taken regarding the display of contact information for SCFAC members. The vote: 7 members wanted their name, address, and all contact information disclosed. 8 of those present only wanted their name, CFAC location/county, disability group and email address displayed. Consequently, names, CFAC locations/counties, disability groups and email addresses will be displayed.
- .. It was requested by SCFAC members, that the SCFAC have their own separate email site for all members. This request will be researched.

3. Approval of Minutes

- .. Amelia Thorpe asked that her name be added to the MH Disability workgroup that will present to the SCFAC.
- .. Members would like to have all votes recorded and shown in the minutes.
- .. It was requested that the roman numerals in the minutes be changed to the regular numbering system future minutes.
- .. A motion was made, seconded and passed unanimously to approve the July minutes with the above changes.

4. By-Laws Review

- .. Beth Melcher apologized on behalf of Mark Botts for being unable to attend this meeting. Mark did, however, send feedback for the group to review.
- .. Notice of future SCFAC meeting dates, locations, and times will be provided to the Secretary.
- .. Mark Botts will assist the SCFAC in the development of Rules of Procedure.
- .. The SCFAC Chair will develop the Agenda for all future meetings.

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- .. The Chair will work closely with the Division staff person assigned to assist the SCFAC. A Consumer Empowerment Team member will act as the liaison and provide clerical support as well as being responsible for providing the SCFAC with information from the Division that needs to be considered or reviewed.
- .. The group unanimously agreed to take out the hyphen S-CFAC and only identify the group as the SCFAC.
- .. The group was notified that all changes made to the by-laws would not be included in the minutes, but would be sent to them in the form of Beth Melcher's document which will show the tracked changes.
- .. Beth advised the group that the August meeting would probably be her last meeting and that she has completed her project with the group.
- .. Beth suggested that the group vote on the by-laws at the next meeting as the group has already spent adequate time discussing and giving feedback. By-laws can be reviewed annually or as needed for amendment.

5. Substance Abuse Presentation

Doug Michaels, Sandy DuPuy and Carl Britton-Watkins provided the group with an excellent presentation on this disability.

6. Mental Health Commission

- .. Pender McElroy, Chairman of the Mental Health Commission, presented an overview of the roles, responsibilities, functions and structure of the Commission to the SCFAC. This was followed by a question and answer period and Mr. McElroy stated that the Commission looks forward to working with the SCFAC.

7. Carmen Hooker-Odom

- .. The Secretary gave a brief description of her observations with regards to reform and noted that adjustments will be made to ensure that Reform is implemented correctly. Carmen reinforced the importance of the SCFAC and its mission and underscored the importance of the SCFAC maintaining its focus.

8. Co-Occurring Disorders

- .. Barbara Richards provided the SCFAC with a brief overview of co-occurring disorders and emphasized the importance of the recovery model. She requested that a WRAP (wellness recovery action plan) presentation be put on the agenda for a future meeting. The group agreed that such a presentation would be beneficial.
- .. Barbara provided a handout on a "Transportation Project Model."

9. Election of Officers

The nominating committee, consisting of Sandy DuPuy, Kathleen Herr and Pete Clary, collected all nominations for Chair and Vice-Chair. Jere Annis and Doug Michaels were nominated and approved to serve as Chair and Vice-Chair respectively after presenting the SCFAC with biographical overviews and a summary of their advocacy experience.

10. Workforce Development

- Joan Kaye, Team Leader for Communications and Training in the Division, has made a request for a member of the SCFAC to participate on the Workforce Development Committee to review the training plan. Carl Britton-Watkins volunteered to participate on this committee. Discussion ensued about the feasibility of SCFAC members participating on various Division committees and projects. The SCFAC requests that Team Leaders and project managers personally present a brief overview of their requests for participation on committees and projects. This will allow the SCFAC to be clear about what the project entails and what, specifically, is being asked of them.

11. Division Executive Leadership Team

- Ann Remington suggested that the SCFAC be oriented to the Division by hearing presentations by Section Chiefs and Team Leaders. The first presentation will be provided at September's meeting.

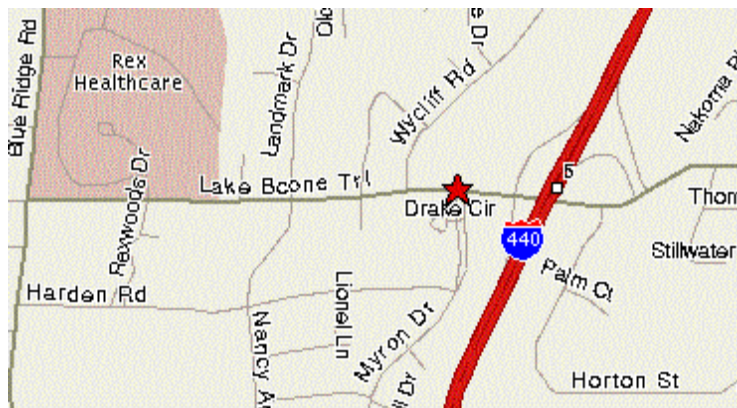
12. Next Meeting

- The next meeting is scheduled for September 9, 2004 from 9:30-3:30 P.M. at the NC Council on Developmental Disabilities in Raleigh.

13. September Meeting Agenda

- Approval of agenda
- Approval of August minutes
- By-Laws review
- Executive Leadership Team Member presentations
- WRAP presentation
- Work Plan priorities review
- SCFAC meeting calendar review

Directions to the NC Council on Developmental Disabilities



Take I-440 (Beltline) to Exit 5 - Lake Boone Trail. Turn towards Rex Hospital at the light. Make the first left (Corner of Lake Boone Trail and Myron Dr.). You will see Building 3801. The NC DD Council is located on the second floor, Suite 250.

NC Council on Developmental Disabilities 1-800-357-6916

